

SENIOR BUILDING INSPECTOR

GRADE 29

GENERAL DEFINITION OF WORK:

FLSA Status: Non-Exempt

Performs intermediate technical work in the inspection of all phases of building plans and construction; does related work as required. Work is performed under general supervision. Limited supervision is exercised over inspection personnel in the absence of the Building Official.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Performing field inspections and reinspection of residential and commercial facilities for compliance with building, electrical and/or mechanical codes; maintaining appropriate records and files; preparing reports.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Oversees inspection function in absence of Building Official; assists Building Inspectors with resolving complex issues or questions; trains new inspectors.
- Performs field inspections and reinspections of residential facilities for compliance with building, plumbing, electrical or mechanical codes.
- Receives complaints in regard to defective construction and handles enforcement problems.
- Inspects existing buildings for hazardous conditions, structural failures or improper uses.
- Where construction is not being made in compliance with regulations as to methods and/or materials, issues warnings and stop-work order if necessary.
- Answers questions from private citizens, contractors and builders, does basic plan checking to determine compliance with codes.
- Confers with contractors, home owners, architects, engineers and the general public on code compliance matters.
- Testifies in court on code violation cases.
- Investigates and researches building code requirements for specific jobs and future application.
- Schedules daily inspections; writes clear and concise inspection reports.
- Verifies whether job site is ready for final inspection.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of all types of building construction materials and methods, and of stages of construction when possible violations and defects may be most easily observed and corrected; thorough knowledge of State building and related codes and laws and ordinances; ability to detect poor workmanship, inferior materials, and hazards of fire and collapse; ability to read and interpret plans, specifications and blueprints accurately and to compare them with construction in process; ability to contact building owners, contractors and the public and effect satisfactory working relationships; firmness and tact in enforcing building codes.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school supplemented by course work in a variety of inspection specialties and considerable experience in code enforcement and inspections work.

PHYSICAL REQUIREMENTS:

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, walking, fingering, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, noise, hazards, and atmospheric conditions.

SPECIAL REQUIREMENTS:

Possession of an appropriate driver's license valid in the Commonwealth of Virginia. Possession or ability to obtain inspection certifications for each assigned trade.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.